

# 2023 CPAA CONFERENCE EXHIBITOR FORM

2023 CPAA  
CONFERENCE  
NISKU, MAY 1-3

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PREPARING  
FOR THE  
UNKNOWN

Holiday Inn & Suites  
Edmonton Airport and  
Conference Centre

You may register separately for the conference which includes all meals, and/or for the Education Session.

Contact Name

Position

Organization

Address

City + Province

Postal Code

Phone

Email

## EXHIBIT SPACE COST IS \$300

**PAYMENT METHOD:** E-transfer    Direct Deposit    Cheque    Invoice

Total Amount Owing:

Payment Enclosed:

Payment to Follow Invoice:

Display included with conference sponsorship

GST is not applicable. Credit card payment is not available. However, payment may be made by e-transfer, direct deposit or by cheque, made payable to Community Planning Association of Alberta. Cancellation Policy: There will be no refunds.

### ARE YOU ALSO A SPONSOR?

YES

NO

### IF YES, AT WHAT LEVEL?

DIAMOND

PLATINUM

GOLD

SILVER

BRONZE

SUPPORTER

### EXHIBITOR SPACE DETAILS:

- Displays will be set up along the perimeter walls in the main corridor — spaces will be assigned.
- Each display space consists of a maximum area 8 feet wide by 4 feet deep (including any tables or chairs).
- If requested, a covered table (6 feet by 2 feet) and two chairs will be included as part of the regular cost.
- Displays may be set up as early as 8:00 a.m., Monday, May 1. They must be removed from the conference space by 12:15 p.m. Wednesday, May 3.
- Extra Luncheon and Banquet tickets will be available through the Conference (Lunch: \$40/person; Banquet: \$70/person) if the person at the booth has not registered for the conference.
- Electrical outlets available.

### WE, THE ABOVE ORGANIZATION WOULD LIKE TO RESERVE DISPLAY SPACE AS FOLLOWS:

Number of display spaces (Note one banquet ticket included with each space purchased.) \$300

Electrical Outlet

Complimentary table required (skirted) (Maximum of 1 included/space) with 2 chairs

PLEASE COMPLETE THE FORM AND RETURN WITH PAYMENT TO CPAA OFFICE AT ADDRESS BELOW OR EMAIL: [CPAA@CPAA.BIZ](mailto:CPAA@CPAA.BIZ)

Privacy Clause: Personal and commercial information is collected under the authority of the Personal Information Protection Act. The use of personal and commercial information is limited to administration of the conference registrations and management.

Disclaimer: A sponsorship is secured only on receipt of contribution. We reserve the right to amend rules and regulations governing sponsorship at any time. Refunds will not be issued. If there are multiple requests for a sponsorship item, priority will be given based on date of application received on a first come first served basis.



**CPAA**

COMMUNITY PLANNING  
ASSOCIATION of ALBERTA

205 - 10940 166A STREET NW, EDMONTON, AB T5P 3V5 PHONE: (780) 432.6387 E-MAIL: [CPAA@CPAA.BIZ](mailto:CPAA@CPAA.BIZ) [WWW.CPAA.BIZ](http://WWW.CPAA.BIZ)